

User Advisory Group Agenda		THE
		NATIONAL
3 rd March 2020, 12 to 2.30 pm		ARCHIVES

Item	Approx. time	Subject	Presenter
1.	12:00 – 12:10	Minutes, Matters arising and general updates	Val Johnson – Director of Research & Collections (Chair)
2.	12.10 – 13.00	Repository Tour and update on the document ordering trial	DP, Document Production Coordination Manager
4.	13.00 – 13.30	Working Lunch to include delegate questions on the document ordering trial	DP, Document Production Coordination Manager
5.	13.30 – 13.50	Missing/lost files	DP, Document Production Coordination Manager and Claire McNulty, Head of Strategy Development
6.	13.50 – 14.15	Project ALPHA update	RR, Delivery Manager
7.	14:15 – 14.25	Delegate submitted items:	<ul style="list-style-type: none"> • Events (AC) • Car park (AC) • Independent Researchers (SA)
8.	14:25 – 14:30	Forthcoming Events and any other business	Val Johnson – Director of Research & Collections (Chair)